

U.S. DEPARTMENT OF COMMERCE
CHARTER OF THE
NOAA SCIENCE ADVISORY BOARD

ESTABLISHMENT

The Secretary of Commerce approved the establishment of the National Oceanic and Atmospheric Administration (NOAA) Science Advisory Board (SAB) on August 15, 1997. The Board was initially chartered under the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C., App., on September 25, 1997, with the General Services Administration's concurrence. The Secretary has determined the Board's continuance is in the public interest in connection with the performance of duties imposed by law on the Department.

OBJECTIVES AND DUTIES

1. The SAB will advise the Under Secretary of Commerce for Oceans and Atmosphere (Under Secretary) on strategies for research, education, and application of science to operations and information services, so as to better understand and predict changes in Earth's environment and conserve and manage coastal and marine resources to meet the Nation's economic, social, and environmental needs.
2. The SAB will advise the Under Secretary on other matters upon request.
3. The SAB will submit reports to the Under Secretary.
4. The SAB will function solely as an advisory body, and will comply fully with the Federal Advisory Committee Act.
5. The SAB will conduct laboratory, cooperative institute, and program reviews, as requested.

MEMBERS AND CHAIRPERSON

1. The SAB will consist of approximately 15 members, appointed by the Under Secretary to assure balanced representation among preeminent scientists, engineers, educators, and science policy experts reflecting the full breadth of NOAA's areas of responsibility.
2. The Chairperson will be chosen by the Under Secretary, and may be asked to assist in the selection of other Board members from experts suggested by appropriate organizations (e.g., National Academy of Sciences, professional societies, university consortia, and NOAA line and program offices). The term of the Chairperson will be until the end of the selected member's term on the Board or sooner, at the discretion of the Under Secretary.

3. Members will be appointed for three-year terms, renewable once, and serve at the discretion of the Under Secretary. Vacancy appointments shall be for the remainder of the unexpired term of the vacancy, and shall be renewable twice if the unexpired term is less than one year. Members whose terms have expired may remain on the Board until a replacement is appointed, at the specific request of the Under Secretary and not to exceed one year beyond the original end date of the final term.
4. Members will be subject to ethical standards applicable to special government employees.
5. Members will be selected on a clear, standardized basis, in accordance with applicable Department of Commerce guidance.

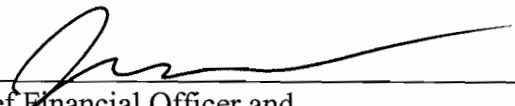
ADMINISTRATIVE PROVISIONS

1. The SAB will report to the Under Secretary of Commerce for Oceans and Atmosphere.
2. The SAB will be staffed and coordinated through the SAB Executive Director's office located in the NOAA Office of Oceanic and Atmospheric Research.
3. The Under Secretary will designate a full-time or permanent part-time employee, appointed in accordance with Department of Commerce procedures, to serve as the designated Federal Officer (DFO). The DFO will approve or call all of the advisory committee's and subcommittees' meetings, prepare and approve all meeting agendas, attend all committee and subcommittee meetings, adjourn any meeting when the DFO determines adjournment to be in the public interest, and chair meetings when directed to do so by the Under Secretary.
4. The SAB will meet approximately twice each year; additional meetings may be called as deemed desirable by the Under Secretary.
5. Members of the SAB will not be compensated for their services, but will upon request be allowed travel and per diem expenses as authorized by 5 U.S.C. § 5701 et seq.
6. The annual cost of operating the SAB is estimated at \$350,000, which includes two person-years for staff support. This is exclusive of the cost of operating subcommittees, task forces, and working groups. All decisions concerning the Board's operations that impact or require the expenditure of Federal funds will be made by NOAA officials.
7. Subject to NOAA's approval, the SAB may establish such subcommittees, consisting of SAB members, as may be necessary, subject to the provisions of the Department of Commerce Committee Management Handbook.
8. Subject to NOAA's approval, the SAB may establish task forces and working groups consisting of SAB members and/or experts as may be necessary, in accordance with the provisions of the Department of Commerce Committee Management Handbook.

9. The records of the committee, formally and informally established subcommittees, or other subgroups of the committee, shall be handled in accordance with General Records Schedule 26, Item 2 or other approved agency records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.

DURATION

This charter shall terminate two years from the date of its filing with the appropriate U.S. Senate and House of Representatives Oversight Committees unless earlier terminated or renewed by proper authority.



Chief Financial Officer and
Assistant Secretary for Administration



Date